  
**Assessment Committee Minutes**  
Tuesday, April 4, 2023, 12:30 pm-1:20 pm  
<https://cccconfer.zoom.us/j/92291434459>

***Berkeley City College’s mission is to promote student success, to provide our diverse community with educational opportunities, and to transform lives. The college achieves its mission through instruction, student support and learning resources which enable its enrolled students to earn associate degrees and certificates, and to attain college competency, careers, transfer, and skills for lifelong success.***

**Required Membership:**  (Attended = marked with “X”, Partial Attendance “P”)

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| Adán M. Olmedo, English Rep  Nancy Cayton, Assessment and Curriculum Specialist  Jenny Gough, American Sign Language Rep  P Laura Ruberto, Arts and Cultural Studies Rep  Rabab Chowdhury, Business/CIS/Economics Rep  P Fatima Shah, Counseling Rep  Sepi Hosseini, ESOL Rep | Heather Dodge, Library/LIS Rep  Kelly Pernell, Assessment Coordinator & Mathematics Rep  Juan Miranda, Modern Languages Rep  P Dru Kim, Multimedia Arts Rep  Pieter de Haan, Sciences Rep (Julia Chang proxy for voting)  Richard Kim, Social Sciences Rep & TLC Coordinator  Kuni Hay, Vice President of Instruction |

**Guests:** none

|  | **Agenda Item** | **Summary of Discussion** | **Follow-Up Action** |
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|  | Call to Order and Agenda Review | 12:30 p.m. |  |
|  | Approval of Agenda | Motion by P. de Haan, second by H. Dodge. Final resolution: Approved.  Yea: R. Chowdhury, A. Olmedo, S. Hosseini, H. Dodge, K. Pernell, P. de Haan, R. Kim, N. Cayton |  |
|  | Approval of 3/21/23 Minutes | Motion by A. Olmedo, second by H. Dodge. Final resolution: Approved.  Yea: R. Chowdhury, A. Olmedo, S. Hosseini, H. Dodge, K. Pernell, J. Miranda,  P. de Haan, R. Kim, N. Cayton  Abstain: L. Ruberto |  |
|  | Public Comment | No public comment |  |
|  | Computational Skills and Quantitative Reasoning Rubric Review  *Computational Skills and Quantitative Reasoning Rubric Review continued* | Changes from the math department proposed at the last meeting were reviewed, which includes a change to the labels on the rating scale to more neutral descriptions and a suggestion by the math department to reduce the categories rated from five to three due to a high level of corolation among some of the items on the current rubric. The science department supported the changes. Voting on the rubric was tabled to allow more time to get feedback from the Business and CIS department, however, chair of that department and other important faculty have not been available to provide feedback. The committee decided not to continue to wait for the feedback.  Motion to approve the rubric as proposed by the math department by P. de Haan, seconded by R. Kim. Final resolution: Approved  Yea: L. Ruberto, R. Chowdhury, F. Shah, A. Olmedo, S. Hosseini, H. Dodge, K. Pernell, J. Miranda, D. Kim, P. de Haan, R. Kim, N. Cayton | Liaisons should have received an email message from K. Pernell with a survey for the courses in their area mapped to this ILO. They are to check with department faculty to confirm that the course should be mapped to this ILO and that the mapped courses have a means of assessing this skill. |
|  | ILO Review | Former Assessment Coordinators responded for K. Pernell’s request for suggestions on how to approach the review of the college’s ILOs. A. Olmedo supported continuing the process of connecting with faculty who teach the courses mapped to the ILOs, perhaps focusing on the most frequently offered or most popular courses, and asking them to review the rubric to confirm that the ILO is assessable with the rubric or if they recommend changes to make the rubric easier to use and apply. P. de Haan supported that recommendation and noted that while he was coordinator, one ILO was deactivated because it contained too many differing skills as well as skills that were difficult to measure. Additionally,  K. Pernell reported that H. Dodge had previously noted that the Information Literacy ILO and rubric need review and revision. N. Cayton added that Global Awareness and Valuing Diversity proved difficult for the committee to finalize a rubric that was satisfactory; some felt that the ideas expressed in the ILO were out of date and required rethinking. She also noted that a number of the ILO titles seem to contain more than one overall skill or knowledge base. The committee may want to consider if there are too many concepts in the ILOs or at least to select shorter, clearer titles to make it more readily apparent what skills or knowledge are to be assessed.  The committee was in agreement that the priority for review of the ILOs would be as follows and take place over a year and a half: Ethics and Personal Responsibility, Communication, Global Awareness and Valuing Diversity, Information Competency, Computational Skills and Quantitative Reasoning, Critical Thinking. | The Ethics and Personal Responsibility ILO survey is under way and due from Liaisons to K. Pernell by 4/11.  An action plan for the Communication ILO will be on the next agenda.  L. Ruberto will reach out again to the Communication faculty regarding the lack of participation in this ILO. |
|  | Announcements | K. Pernell reminded committee members that we are collecting data for the Critical Thinking ILO this semester and to continue to urge members of their department to participate. |  |
|  | Adjourn | 1:11 p.m. |  |